

**ELIZABETHVILLE BOROUGH
COUNCIL MEETING
MINUTES**

January 06, 2014

The Elizabethville Borough Council met on January 06, 2014 in the Municipal Building at 14 South Market Street in Elizabethville, Pennsylvania. President Gary Shadle called the meeting to order at 7:10 PM. The meeting opened with the Pledge of Allegiance.

Present:

Roll call taken with the following present Mandy Carl, Travis Enders, James Facinelli, Dennis Henninger, Gary Shadle, Russell Snyder Jr, and Robert Spalluto.

Also present: Wayne Martin, Borough Solicitor; Peggy Kahler, Secretary; Justin Challenger, Mayor; Matt Schaffner, Borough Maintenance.

Guests: Rodney Spicher

Approval of Minutes: Motion made by Travis Enders, seconded by Dennis Henninger to approve the minutes (with corrections) from the monthly meeting of December 09, 2013 as presented. Motion carried.

Acknowledgement of Guests: No public comments.

Review of Correspondence: No action taken.

COMMITTEE REPORTS:

Streets & Maintenance – Chairman J. Facinelli reported; there is a problem with the 2005 dump truck it has no acceleration. West End Garage replaced the throttle control module, but it didn't correct the problem. West End Garage will tow the truck to Sunbury Motors to be repaired.

Police & Safety - Nothing to report.

Codes Enforcement Officer - Monthly report on file, nothing further to report.

Building, Lighting & Grounds - Nothing to report.

Water, Refuse & Sewage – Nothing to report.

Planning & Development - Nothing to report.

Budget & Finance – Chairman D. Henninger reported; the committee is recommending council reopens the approved budget to include additional expenditure items for the new buildings acquired in December. The expenditures are estimated at \$10,000. Council will also need to decide if that amount should be transferred from the reserve account or if the budget should reflect an end of year profit of \$10,000 less.

Park & Recreation – President G. Shadle reported; Elizabethville Monument Company has completed a granite memorial plaque that honors the Esterline Family for their donation of playground equipment. The plaque is quite heavy, and will be fastened onto the existing rock by drilling and inserting pins. The broken beam on pavilion # 4 has been reinforced with a brace until it is repaired in early spring.

Insurance – Chairwomen M. Carl reported; the premium cost of adding the two additional buildings (68 Moore St) to the Borough's Commercial Liability Insurance is \$363, the policy is effective until May 31, 2014.

Personnel – Chairwomen M. Carl reported; the committee is recommending a change in the Personnel Manual (*Uniforms/Clothing Allowance*). The Code Enforcement Position will be advertised in the Jan 14 and Jan 21st edition of the Upper Dauphin Sentinel. Resumes are due February 10, 2014.

Uniform/Clothing Allowance: Motion made by Mandy Carl, seconded by Dennis Henninger to amend the Uniform/Clothing allowance; authorizing the Borough to reimburse Maintenance Employees up to \$250 every year for two (2) pair of work boots. Personnel Manual should be updated to include the revision date. Motion carried.

Mayor’s Report – Mayor Challenger told council he is looking forward to working with everyone.

Solicitor’s Report – Items listed under New Business.

Engineer’s Report – Nothing to report.

UNFINISHED BUSINESS:

Administrative Building Permit.....Background council is considering adopting an ordinance to require a permit for the constriction of major renovation of any buildings, accessory and miscellaneous structures that would not be covered under the Uniform Construction Codes.

Discussion:

- Concern that the proposed ordinance doesn’t address what you need the permit for.
- Could the ordinance be a red flag that detours people from making improvements.
- Proposed ordinance is too subjective.

President Shadle appointed a committee to review the ordinance. They are Travis Enders, Mandy Carl and Russell Snyder.

NEW BUSINESS:

Tax Ordinance # 345: Motion made by Travis Enders, seconded by James Facinelli to adopt *Ordinance #345*, fixing the tax rate for the year of 2014. Roll Call vote: M. Carl (yes); T. Enders (yes); J. Facinelli (yes); D. Henninger (yes); G. Shadle (yes); R. Spalluto (yes); R. Snyder (yes). Motion carried unanimously.

Traffic Light Service Agreement: Motion made by James Facinelli, seconded by Travis Enders to enter into a contract agreement with C. M High, Inc. Electrical Contractor for service and maintenance of the traffic light. Motion carried.

Resolution No. 2014-03: Motion made by Dennis Henninger, seconded by Mandy Carl to adopt Procedures for Professional Services Contract (pursuant to Act 44 of 2009) for the Boroughs Retirement Plan. Motion carried.

Resolution No. 2014-04: Motion made by James Facinelli, seconded by Mandy Carl authorizing the Borough’s Elected Tax Collector to charge the sum of ten dollars (\$10) for any tax certification, and the sum of fifty dollars (\$50) for any return check. Motion carried.....Dennis Henninger abstained; conflict, family member.

Elizabethville Area Authority Appointment: Motion made by Travis Enders, seconded by Russell Snyder to reappoint Peggy Kahler to serve as a Borough Representative on the Elizabethville Area Authority Board for a five (5) year term. Motion carried.

Reopen Approved Budget: Motion made by Dennis Henninger, seconded by Russell Snyder to reopen the budget for the purpose of amending expenditures, budget to be advertised for adoption on February 10, 2014. Roll Call vote: M. Carl (yes); T. Enders (yes); J. Facinelli (yes); D. Henninger (yes); G. Shadle (yes); R. Spalutto (yes); R. Snyder (yes). Motion carried unanimously.

Amend Motion: Motion made by Dennis Henninger, seconded by James Facinelli to amend the previous motion.

Reopen Approved Budget: Motion made by Dennis Henninger, seconded by Russell Snyder to reopen the budget for the purpose of including additional expenditure items associated with the building located at 68 Moore Street. Expenses estimated at ten-thousand (\$10,000) dollars - (*Maintenance \$5,050 – Electric \$1,200 – Water/Sewer \$1,150 – Heating Fuel \$1,800 – Insurance \$800*). Additional funds for new buildings will be taken from ending balance on 12/31/2014. Roll Call vote: M. Carl (yes); T. Enders (yes); J. Facinelli (yes); D. Henninger (yes); G. Shadle (yes); R. Spalutto; R. Snyder (yes). Motion carried unanimously.

Emergency Substitute for Plowing/Cidnering: Motion made by Travis Enders, seconded by Dennis Henninger authorizing the Chairman of Streets Committee and Borough Council President to find and hire a substitute for plowing and cidnering if the Borough Maintenance Department is unable to perform the service. Motion carried.

REVIEW OF FINANCIAL REPORTS:

Council requested the following changes to the Financial Report.

- Balance Sheet: Present year vs. Prior year.
- Income & Expenditures: Present month vs. Prior Month.
- Monthly check register.

Motion made by James Facinelli, seconded Russell Snyder Jr. to accept the Financial Reports as presented. Roll Call vote: M. Carl (yes); T. Enders (yes); J. Facinelli (yes); D. Henninger (yes); G. Shadle (yes); R. Spaullo (yes); R. Snyder (yes). Motion carried unanimously.

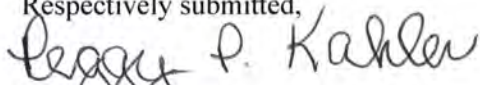
Total Revenue	\$ 9,210.34
Total Expenditures	\$17,145.34

President Shadle requested an executive session to discuss personnel matters.

Council entered into Executive Session at 8:25 PM and returned to regular session 9:15 PM. No action taken.

Adjourn: Motion made by Dennis Henninger, seconded by James Facinelli to adjourn at 9:20 PM. Motion carried.

Respectively submitted,



Peggy P. Kahler
Borough Secretary